



# Synchronization Exercise

7 February 2006

**Our Mission :** *Manage Army installations to support readiness and mission execution - provide equitable services and facilities, optimize resources, sustain the environment and enhance the well-being of the Military community*

***Leading Change for Installation Excellence***



## How We Help Garrisons



- **Housing**

- Identify furnishings and appliances that are considered excess, facilitate cross leveling
- Provide HOMES query support
- Archive HOMES data
- Validate funding requirements
- Modify appliance contracts as required

- **Real Estate**

- Terminate RE contracts
- Assist in validating investment data (DD1354s)
- Coordinate/schedule and participate in Inventory & Condition inspection and host nation turnover



## How We Help Garrisons

- **Environmental**

- Central contract prepares Env Status Reports (ESRs)
- Conduct env project deconfliction
- Assists obtaining HN project site approvals or exemptions for env requirements

- **Construction Programs**

- Review BUP, BIP, Flagship, SVQM and MILCON projects. Direct cancellation of unnecessary projects
- Validate and archive databases and records (RPI, ISR, RPLANS, CADD/GIS, DD 1354s, etc.)
- Support Master Planning requirements
- Participate in Installation Turnover to Host Nation



## How We Help Garrisons

- **Operations and Maintenance**

- Negotiate present and future use of utilities and termination charges with utility suppliers
- Support negotiation of ESPC contract termination
- Coordinate redistribution/disposal of excess non-centrally managed items (NCMI), RPMA supplies, and refuse trucks

- **Business Operations**

- Staffing models for temporary transition offices
- Validate SRM UFRs
- Transfer databases on automated programs (ISR, RPLANS)



# What We Seek From Garrisons

- **Housing**

- Identify UFRs due to closure
- Updated DD1354s to support residual value analysis

- **Real Estate**

- AE Form 405-8A-R, Request for Release, at least 120-90 days prior to closure
- Facility investment data
- Environmental Status Report (draft for pre-I&C and final for closure)

- **Environmental**

- Env documents for ESRs + historical site contamination knowledge
- Early coordination on potential env 'show stoppers'
- Disposal of HM & HW



# What We Seek From Garrisons



- **Construction Programs**

- Identify/review/terminate planned or ongoing unnecessary major SRM projects
- Update and validate data (RPI, ISR, RPLANS, CADD/GIS, etc.) to include final DD1354 information
- Participate in Installation Turnover to Host Nation

- **Operations and Maintenance**

- Request modification/termination of ESPC and utility contracts.
- Report excess non-centrally managed items (NCMI), RPMA supplies, and refuse trucks.

- **Business Operations**

- Purge files prior to transfer
- Transfer files and databases to enduring garrisons



# Construction Programs

- **Topic:** Installation Turnover Team

- **Discussion:**

**The Installation Turnover Team (ITT) charged with final acceptance of facilities from departing units and tenants, the inspection and preparation of facilities/records for turnover, and final transfer to the Host Nation.**

- **Expertise in Real Property, Housing and Operations & Maintenance.**
- **With Host Nation counterparts, conducts facility inspections and installation turnover.**
- **Members from residual local personnel, TDY personnel from w/i Region, or contracted services.**

- **Way Ahead:** Identify team members and required resources.

- **POC:** Mr. Sean McDonald, 370-8517



# Public Works



## Real Estate



- **Topic:** Facility Turnback Condition
- **Discussion:**
  - Buildings empty/broom swept
  - Keys in all doors, labeled in German & English, doors open
  - No hazardous material/trash on installation
  - POL removed, tanks clean and certified
  - Safeguard installation until release
  - Maps, handbooks, manuals available for turnover to Host Nation
- **POC:** Ms. Ilse Merryman, Chief, RE Branch, 370-8467



## Environmental

- **Topic:** Garrison Environmental Responsibilities
- **Discussion:**
  - Use Env Reviews (ER) + ESRs to identify potential env 'show stoppers'
  - Ensure all HW disposed via DRMS prior to F date; arrange for additional contract capability as needed (collection points, pack & sort, etc.)
  - Ensure owners of all excess, usable HM transfer it to nearest Re-Use Center prior to F date (damaged/unusable HM is HW)
  - Conduct walk-thru's of known & potential HM/HW storage areas to confirm removals complete and areas swept clean prior to F date
  - Spill clean-up after S or L date is 'transfer garrison' responsibility
  - Archive all env documents through IMA-EURO
- **POC:**
  - HM/HW-Betsey Kimmerly, ERs- Bela Varga, ESRs- Linnea Norby, Archiving- Henry Becker, 370-7328



## Operations & Maintenance



- **Topic: Utility Termination**
- **Discussion:**
  - **Most utility supply contracts require 90 day termination notice.**
    - No additional cost if termination notice issued 90 days prior to closure.
  - **Utility privatization contracts require 90 day termination notice.**
    - Scenario 1: Cease supplier's investment efforts.
    - Scenario 2: Claim credit for accumulated renewal charges.
    - Scenario 3: Pay due investment.
- **Way Ahead:**
  - **Identify utility contracts actions required:**
    - Full termination
    - Partial termination
    - Transfer to another garrison
  - **Request termination notices:**
    - Utility supply contracts = C-180
    - Utility privatization contracts = A+60
- **POC: Steve Gentscheff / Sharon M. Garay Rodríguez, 370-8035**



# Business Operations and Integration

- **Topic:** Records and Database Management
  - File transfers, records archiving
- **Discussion:** Engineer files and database management is critical
  - Continuity of operations for non-closing installations
  - Archive documents for closing installations
  - Maps and files needed for residual value and historical records
- **Way Ahead:**
  - Purge & delete old or redundant files, close work orders (DPW)
  - Code facilities for closure in all applicable databases (DPW)
  - Transfer databases to gaining real property manager, includes GIS, IFS, HOMES (DPW)
  - All maps and other hard copy documents from closed installations to Bensheim storage facility (DPW)
  - Notify IMA to revise web based systems (IMA-EURO)

• **SME:** Mr. Gary Berkner, 370-8101



## Housing



- **Topic:** AFH/UPH Furniture Sales
- **Discussion:**
  - Furnishings excess to the theatre may be sold
  - The SMC identifies excess
    - Currently AFH single Beds and mirrors
    - No UPH excess
  - DRMS creates listing of sales prices
  - Listing provided to CFMO announcing which property may be purchased.
- **Way Ahead:** Monitor inventory to identify additional excess
- **POC:** Mr. Danny Brannon, 370-7377